

TOWN OF STERLING

Annual Town Meeting

May 1, 2017

**SPECIAL AND ANNUAL
TOWN MEETING MINUTES**

Monday, May 1, 2017

Emailed to AG June 11, 2017
Approved by Attorney General Sept. 11, 2017
Published Dec. 11, 2017
Uploaded to the website on Dec. 14, 2017

A true copy

Attest: _____

Dawn E. Michanowicz, Town Clerk

**Town of Sterling
Annual Town Meeting
May 1, 2017**

At 6:30pm on Monday, May 1, 2017, the Town Moderator, Amrith Kumar, opened the Special Town Meeting held in the Chocksett School on 40 Boutelle Road in said Town of Sterling. There was a quorum present; 51 voters attended the meeting.

Town Moderator Kumar mentioned those who have recently passed and have served the Town in various capacities, to include:

- Muriel Senter, served as Election Officer for over 29 years
- Richard Dell, served as a Senior Workoff Volunteer
- Anita Benware, served on the Council on Aging
- Nancy Kristoff, served as Warden for elections for over a decade
- Bertha Sanger, served as Senior Workoff Volunteer. Died at age 101, the oldest resident of Sterling in 2016
- Norman Clemens, served as Building Inspector and on the Fair Committee for many decades
- Terry Woodman, served on the Council on Aging and as Senior Workoff Volunteer
- Gloria Socia, served as Senior Workoff Volunteer

The Moderator requested a moment of silence to honor them as well as those who have served in the Armed Forces and passed away within this year.

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Fred Aponte, Town Accountant
Robert Berlo, Deputy Superintendent of Wachusett Regional School District
Veronica Buckley, Senior Center Director
Anne Cervantes, Town Treasurer/Collector
Sarah Culgin, Building Commissioner
Kristen Dietel, Recreation Director
Sean Hamilton, General Manager of Sterling Municipal Light Department
Matthew Marro, Conservation Administrator
Joel Mongeon, Holden Landmark
Chris LeBreck, Principal Chocksett School
Dawn Michanowicz, Town Clerk
Michelle Randazzo, Esq. Town Counsel, Kopelman and Paige
Tom Rutherford, Facilities Manager
Jan Gottsman, The Item
Jeanne Survell, Assistant Town Clerk
Ross Perry, Town Administrator
Joseph Scanlon, Director of Business and Finance, Wachusett Regional School District

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Beth Sherman, 162 North Row Road	Edward Andrade, 38 Wilder Road
Diane Fitch, 11 Redstone Hill Road	Richard Sheppard, 5 Tanglewood Rd

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Moderator Kumar, citing the Town bylaw Ch. 180-12, anything that requires a 2/3 vote, the count need not be taken [voted Art. 16 on 4Aug1997].

Moderator Kumar noted the receipt of the posting of the Warrant for the Special Town Meeting by Constable, Michael Pineo.

MOTION MADE to dispense with the reading of the Warrant.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 1. Transfer Certified Free Cash to Capital Fund

To see if the Town will vote to transfer a sum of money from Certified Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen will report at Town Meeting

Recommendation: The Finance Committee will report at Town Meeting

Summary: This article transfers funds from an available fund, Certified Free Cash, into the Capital Fund.

MOTION MADE to take no action.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 2. Transfer Certified Free Cash to Stabilization Fund

To see if the Town will vote to transfer a sum of money from Certified Free Cash to the Stabilization Fund, in accordance with the provisions of Chapter 40, Section 5B, General Laws, as amended; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen will report at Town Meeting

Recommendation: The Finance Committee will report at Town Meeting

Summary: This article transfers funds from an available fund, Certified Free Cash, into the Stabilization Fund.

MOTION MADE to take no action.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 3. Fund Animal Inspector Salary

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$250.00 to fully fund the salaried position of the Animal Inspector for FY17; or take any action in relation thereto.

Submitted by: Board of Health

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Summary: During the FY 17 budget process, the Board of Health and Finance Committee approved an additional \$250.00 to its original annual salary compensation of \$1,000.00 for Animal Inspector. The Board of Health is requesting an additional \$250.00 to its original salary compensation to balance the FY17 budget for a salary shortfall for the position of the Animal Inspector. The approved budgeted amount was inadvertently omitted in the Warrant presented at town meeting in May 2, 2016 and not noticed until town meeting. Rather than amending the overall budget on the floor of the meeting, the Chairman of the Finance Committee, Chairman for the Board of Health, and previous Town Administrator agreed to defer this change in salary and present an article within the warrant for this shortfall during the next town meeting.

MOTION MADE to raise and appropriate the sum of \$250.00 to fully fund the salaried position of the Animal Inspector for FY17.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 4. Fund Deficit due to Snow and Ice

To see if the Town will vote to transfer from the Stabilization Fund, or from other available funds, a sum of money, to the Snow and Ice Account to cover any deficit in the snow and ice budget for the current fiscal year; or take any action in relation thereto.

Submitted by: DPW Board / Town Administrator

Recommendation: The Board of Selectmen will report at town meeting.

Recommendation: The Finance Committee will report at town meeting.

Summary: This article transfers money from the Stabilization Fund into the DPW Snow and Ice Account to cover the deficit in the account caused by the snow and ice storms of this past winter and spring. At press time the account remains within budget. It is expected that this article will be passed over.

REQUIRES 2/3 VOTE

MOTION MADE to raise and appropriate the sum of \$61,537.43 and transfer from Certified Free Cash the sum of \$21,801 for a total of \$83,338.43 to the Snow and Ice Account to cover any deficit in the snow and ice budget for the current fiscal year.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 5. AMI Water meter upgrades

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, the sum of \$160,000 to further convert the water meter system over to an automatic read AMI (Advanced Metering Infrastructure) system and to authorize the Water Department to enter into such agreements and take other action as necessary to effectuate the purposes of this vote, said sum to be expended by the Department of Public Works; or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Summary: The Water Department, in conjunction with SMLD, has successfully replaced 1100 meters to date which are remote read by SMLD software. This \$160,000 will purchase another 800 meters bringing the total to 1900 meters on the AMI system.

REQUIRES 2/3 VOTE

MOTION MADE to transfer from the Water Enterprise Retained Earnings, the sum of \$160,000 to further convert the water meter system over o than automatic read AMI (Advanced Metering Infrastructure) system and to authorize the Water Department to enter into such agreements and take other action as necessary to effectuate the purposes of this vote, said sum to be expended by the Department of Public Works.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 6. Bills from Prior Fiscal Years

To see if the Town will vote to transfer from available funds, a sum of money to pay any outstanding prior fiscal year's invoices; or take any action in relation thereto.

Submitted by: Town Administrator

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Summary: This article authorizes the Town to pay bills from prior fiscal years.

MOTION MADE to take no action.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 7. Transfers within FY17 Operating Budget

To see if the Town will vote to transfer funds within the FY17 Operating Budget, from one account to another, or from available funds to the FY17 Operating Budget; or take any action in relation thereto.

Submitted by: Town Administrator

Recommendation: The Board of Selectmen will report at town meeting.

Recommendation: The Finance Committee will report at town meeting.

Summary: This article authorizes the Town to transfer funds within the operating budget to cover anticipated shortfalls within specific accounts. At press time there are no pending requests. It is expected that this article will be passed over.

MOTION MADE to take no action.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

MOTION MADE to adjourn Special Town Meeting at 6:40pm.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

At 7:00pm on Monday, May 1, 2017, the Town Moderator, Amrith Kumar, opened the Annual Town Meeting held in the Chocksett School on 40 Boutelle Road in said Town of Sterling. There was a quorum present [quorum is 0]; 251 voters attended the meeting.

Anne Cervantes, Town Treasurer/Collector since 2010, was asked to stand and be recognized by John Kilcoyne, Chairman of the Board of Selectmen and Amrith Kumar, Town Moderator for her exceptional performance. He stated, "She contributed many financial decisions to benefit the Town, served as Interim Town Administrator with help from her Department colleagues. On behalf of her fellow employees, we'd like to thank her for her dedication." Anne received a standing ovation from those in attendance.

Moderator Kumar, citing the Town bylaw Ch. 180-12, anything that requires a 2/3 vote, the count need not be taken [voted Art. 16 on 4Aug1997].

ARTICLE 1. FY18 Town Operating Budget

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$10,753,742.79 or any other sum, and to further appropriate, from the Ambulance Receipts Account, the sum of \$322,053.00 or any other sum, and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$5,000.00 or any other sum; for a total appropriation of \$11,080,795.79 for the payment of salaries and compensation, payment of debt and interest and for charges, expenses and outlays of the Town Departments, for the ensuing fiscal year, beginning July 1, 2017 and ending June 30, 2018, as shown in the operating budget printed at the back of this Warrant; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This is the general budget article that funds the Town Departments for the coming fiscal year. A breakdown of the Town Department budgets can be viewed on the spreadsheet at the end of the warrant.

MOTION MADE that the Town vote to raise and appropriate the sum of \$10,753,742.79 and to further appropriate, from the Ambulance Receipts Account, the sum of \$322,053.00, and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$5,000, for a total appropriation of \$11,080,795.79 for the payment of salaries and compensation, payment of debt and interest and for charges, expenses and outlays of the Town Departments, for the ensuing fiscal year, beginning July 1, 2017 and ending June 30, 2018, as shown in the operating budget printed at the back of this Warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 2. Compensation for Elected Officers

To see if the Town will vote to fix the salaries and compensation of all elected officers of the Town as provided by Section 108 of Chapter 41 of the General Laws [MGL Ch 41:108], as amended, as presented in Article 1 of this Warrant; or take any action in relation thereto.

FY 18 Stipends

Assessor	1500.00 yr.
Selectman	1500.00 yr.
Health Board	103.00 yr.
Planning Board	100.00 yr.
DPW Board	600.00 yr.
Town Moderator	500.00 yr.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: The article fixes the salaries and compensation for all elected officials, except the Sterling Municipal Light Board, as presented in the general budget.

MOTION MADE that the Town vote to fix the salaries and compensation of all elected officers of the Town as provided by Section 108 of Chapter 41 [MGL Ch 41:108] of the General Laws, as amended, and as presented in Article 1 of the Warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 3. Set Salary of Municipal Light Board

To see if the Town will vote to set the salary of the Sterling Municipal Light Board members as follows: Chairman \$1,500; Clerk \$1,500; Third member \$1,500; said sum to be an expense of the Sterling Municipal Light Department; or take any action in relation thereto.

Submitted by: Sterling Municipal Light Board

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This Article funds the salaries of the elected members of the Municipal Light Board. It is funded by Light Department revenues, and has no impact on the tax rate.

MOTION MADE that the Town vote to set the salary of the Sterling Municipal Light Board members as follows: Chairman \$1,500; Clerk \$1,500; Third member \$1,500; said sum to be an expense of the Sterling Municipal Light Department.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 4. Reserve Fund for FY18

To see if the Town will vote to raise and appropriate the sum of \$100,000, or any other sum, for the Reserve Fund for Fiscal Year 2018 in accordance with the provisions of General Law Chapter 40, Section 6 [MGL Ch 40:06] as amended; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article proposes an appropriation to fund the Reserve Fund, which is used by the Finance Committee to cover unexpected shortfalls in department budgets.

MOTION MADE to move that the Town vote to transfer from Certified Free Cash the sum of \$100,000 for the Reserve Fund for Fiscal Year 2018 in accordance with the provisions of General Law Chapter 40, Section 6 [MGL Ch40:6], as amended.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 5. WRSD Net Minimum Contribution, Debt, & Interest

To see if the Town will vote to raise and appropriate the sum of \$9,206,776, or any other sum, which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of WRSD transportation costs and our portion of the WRSD debt and interest costs, in accordance with Section 16B of Chapter 71 of the General Laws [MGL Ch 71:16B], as amended, and Section #4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District; or take any action in relation thereto.

Submitted by: Wachusett Regional School Committee

Recommendation: The Board of Selectmen will report at town meeting.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article proposes an appropriation to fund the Town's portion of the Wachusett Regional School District's annual budget equal to the net minimum contribution \$8,145,271, as directed by the State, plus the costs for transportation \$657,260, debt and interest for the high school \$389,709, and debt and interest for oil spill remediation \$14,536.

MOTION MADE to move that the Town vote to raise and appropriate the sum of \$9,206,776 which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of Wachusett Regional School District (WRSD) transportation costs and our portion of the WRSD debt and interest costs, in accordance with Section 16B of Chapter 71 [MGL Ch71:16B] of the General Laws, as amended, and Section #4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 6. WRSD Above Net Minimum Contribution

To see if the Town will vote to raise and appropriate the sum of \$2,145,662, or any other sum, above the net minimum contribution as requested by the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$90,872,878 for the fiscal year 2018. By operation of law, said sum shall be reduced to reflect any decrease in the FY18 WRSD annual budget and associated assessment that is approved by the Wachusett Regional School Committee, without further action by Town Meeting; or take any action in relation thereto.

Submitted by: Wachusett Regional School Committee

Recommendation: The Board of Selectmen does not recommend approval.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article proposes an appropriation to fund the Town's portion of the Wachusett Regional School District's annual operating budget that is above the amount voted in Article 5 for fiscal year 2018. By operation of law, this appropriation shall be automatically reduced if the proposed budget is not approved by the member towns and the School Committee subsequently approves a reduced budget with a lower assessment

MOTION MADE to raise and appropriate the sum of \$2,145,662 above the net minimum contribution for the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$90,872,878 for the fiscal year 2018.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 7. Montachusett Regional Vocational School Assessment

To see if the Town will vote to raise and appropriate the sum of \$842,182 or any other sum, in accordance with Section 16B of Chapter 71 of the General Laws [MGL Ch 71:16B], as amended, and Section #4C and E of the Montachusett Regional Vocational School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational School District, and to transfer, from the Capital Fund, the sum of \$12,227, or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional High School Building Project for a total appropriation of \$854,409; or take any action in relation thereto.

Submitted by: Montachusett Regional School Committee

Recommendation: The Board of Selectmen will report at town meeting.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article proposes an appropriation to fund the Town's portion of the Montachusett Regional Vocational School District's annual budget and debt service. **REQUIRES 2/3 VOTE**

MOTION MADE that the Town vote to raise and appropriate the sum of \$842,182 in accordance with Section 16B of Chapter 71 of the General Laws [MGL Ch71:16B], as amended, and Section

**Town of Sterling
Annual Town Meeting
May 1, 2017**

#4C and E of the Montachusett Regional Vocational School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational School District, and to transfer, from the Capital Fund, the sum of \$12,227, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional High School Building project for a total appropriation of \$854,409.

MOTION CARRIES BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 8. Transfer Balances from Old Warrant Articles to the Capital Fund

To see if the Town will vote to transfer remaining funds for previous Town Meeting Warrant articles as listed below to the Capital fund.

<u>Account #</u>	<u>Account Description</u>	<u>Recapture</u>
01999-58001	FY08 #20 FOREST MANAGEMENT STUDY	2,670.00
01999-58002	FY17 ATM #19 OPEB ACTUARIAL	50.00
01999-58003	FY12 ATM #22 INFOTECH VARIOUS CAP ITEMS	6,685.99
01999-58004	FY14 ATM #21 IT VARIOUS CAPITAL	878.72
01999-58005	FY09 ATM #37 BUTTERICK BLDG VAULT	16,000.00
01999-58008	STM #6 REVIEW/WRITE REG & BYLAWS	19,848.70
01999-58011	FY13 1835 WINDOW RESTORATION,	2,095.00
01999-58015	AMBULANCE LEASE PAYMENTS	570.00
01999-58016	FY12 ATM #22 PD CAPITAL ITEMS	267.65
01999-58017	FY14 ATM #21 PD CAPITAL ITEMS	168.43
01999-58018	FY12 ATM #22 FD-VARIOUS CAP ITEMS	19,579.65
01999-58026	FY10 ATM #20 ENGINEER NEW SALT BARN	15,000.00
01999-58027	FY12 ATM #23 KENDALL HILL DRAINAGE	803.70
01999-58029	FY14 ATM #20 PICK UP TRUCK	159.56
01999-58032	FY12 ATM #22 LIBRARY CAPITAL ITEMS	2,700.00
01999-58033	FY13 ATM #35 LIBRARY CAPITAL	9,090.00
01999-58037	FY15 ATM 18C CONANT EX, WTR, LIG	7,000.00
01999-58038	FY15 ATM #3 FINANCIAL SOFTWARE	1,158.66
01999-58039	FY15 ATM #18F TELEPHONE SWITCH	19,000.00
01999-58047	FY15 ATM #34 WAHCUSSETT RECYCLING	2,985.00
01999-58051	FY16 ATM #11 POLICE CHIEF VEHICLE	262.00
01999-58058	FY16 ATM #29 VETERANS DISTRICT	20,000.00
01999-58061	FY16 ATM #38 STORM WATER COALITION	5,000.00
		\$ 151,973.06

Submitted by: Town Administrator

Recommendation: The Board of Selectmen recommends approval.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Recommendation: The Finance Committee recommends approval.

Recommendation: Capital Fund Committee recommends approval.

Summary: This article authorizes the Town to capture funds remaining from previous town meeting warrant articles, to close these accounts and to transfer these sums into the Capital Investment Fund. The projects listed are complete and these sums represent money not spent to complete these projects. The transfer into the capital fund allows the funding of new projects without increasing the tax rate.

MOTION MADE that the Town vote to transfer from available funds the sum of \$151,973.06 funds remaining from previous Town Meeting warrant articles as printed in the warrant, to the Capital Investment Fund.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 9. Fiscal Year 2018 Capital Plan – Free Cash

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$368,586, or any other sum, to be used to fund the Fiscal Year 2018 Capital Plan for the Town of Sterling, as recommended by the Finance Committee. This plan consists of the following items:

<u>Item</u>	<u>Department</u>	<u>Amount</u>
1. Replace SUV	Fire Dept.	\$55,000
2. Replace Radio Equipment (5% grant match)	Fire Dept.	\$4,206
3. UHF Radio Improvements	Police Dept.	\$80,000
4. 3/4-Ton Truck	Public Works	\$45,000
5. Two Voting Machines	Town Clerk	\$14,000
6. Municipal IT Upgrades	Selectmen	\$47,336
7. Municipal E-mail Solution	Selectmen	\$31,070
8. Begin Replacing Computers	Selectmen	\$9,300
9. Purchase and Install Wireless Network at Chocksett and Houghton Schools	Selectmen	\$82,674
TOTAL		\$368,586

Appropriated funds to be administered under the direction of the requesting department; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article would provide funding for a portion of the Town Capital Plan for Fiscal Year 2018. The Finance Committee has elected to combine all capital items into two

**Town of Sterling
Annual Town Meeting
May 1, 2017**

articles based on funding sources to provide Town Meeting with a more complete picture of the Town's capital expenditures. The Moderator will address each item in turn during the presentation of the article. The Finance Committee recommends funding these capital items with a transfer from certified free cash.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$368,586 to be used to fund the Fiscal year 2018 Capital Plan for the Town of Sterling, as recommended by the Finance Committee, as printed in the warrant, such funds to be administered and expended under the direction of the requesting department.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 10. Fiscal Year 2018 Capital Plan – Capital Investment Fund

To see if the Town will vote to transfer from the Capital Investment Fund the sum of \$366,082, or any other sum, to be used to fund the Fiscal Year 2018 Capital Plan for the Town of Sterling, as recommended by the Finance Committee and the Capital Planning Committee. This plan consists of the following items:

<u>Item</u>	<u>Department</u>	<u>Amount</u>
1. Paving Repairs	Facilities	\$20,639
2. Basement Build Out	Facilities	\$23,000
3. Paving Repairs	Library	\$11,943
4. Replace HVAC System	Library	\$300,000
5. Radar Speed Sign Project	Police Dept.	\$10,500
TOTAL		\$366,082

Appropriated funds to be administered under the direction of the requesting department; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends approval.

Summary: This article would provide funding for the Town Capital Plan for Fiscal Year 2018. The Finance Committee has elected to combine all capital items funded from the Capital Investment Fund into a single article to provide Town Meeting with a more complete picture of the Town's capital expenditures. The Moderator will address each item in turn during the presentation of the article.

The Finance Committee recommends funding these capital items with a transfer from the Capital Investment Fund.

REQUIRES 2/3 VOTE

MOTION MADE that the Town vote to transfer from the Capital Investment Fund the sum of \$366,082 to be used to fund the Fiscal Year 2018 Capital Plan for the Town of Sterling, as

**Town of Sterling
Annual Town Meeting
May 1, 2017**

recommended by the Finance Committee and the Capital Planning Committee, as printed in the warrant, such funds to be administered and expended under the direction of the requesting department.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 11. Water Dept. Operation Enterprise Fund

To see if the Town will vote to appropriate the sum of \$954,702, or any other sum, from water department revenue, and further to appropriate \$40,000 from Water Enterprise Retained Earnings, for extraordinary or unforeseen expense as determined by the DPW Board and approved by the Finance Committee, for a total appropriation of \$994,702 to operate the Water Department Enterprise Fund for Fiscal Year 2018 under the provisions of Chapter 44, Section 5F1/2 [MGL Ch 44:53F ½], as follows:

Salaries/Wages	\$238,231	
Expenses	\$343,850	
Principle & Interest	\$248,451	
Indirect Costs	<u>\$124,170</u>	
Subtotal	\$954,702	from FY18 water charges and fees
Reserve Fund	<u>\$40,000</u>	from Retained Earnings
Total Appropriation	\$994,702	

Or take any action in relation thereto.

Submitted by: Department of Public Works Board

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Summary: This article funds the Water Department budget solely from water revenue including charges, fees, and retained earnings; none is from taxation. This article includes a Reserve Fund for extraordinary or unforeseen expense. Use of this reserve fund will be only upon recommendation of the DPW Board and approval by the Finance Committee. The Water Enterprise will raise an additional \$124,170 from the ratepayers to reimburse the General Fund for indirect costs such as insurance. Total FY18 water revenue needed is \$954,702 plus \$40,000 from Retained Earnings, for a total of 994,702.

MOTION MADE that the Town vote to appropriate the sum of \$954,702 from water department revenue, and further to appropriate \$40,000 from Water Enterprise Retained Earnings, for extraordinary or unforeseen expense as determined by the DPW Board and approved by the Finance Committee, for a total appropriation of \$994,702 to operate the Water Department Enterprise Fund for Fiscal Year 2018 under the provisions of Chapter 44, Section 53F ½ [MGL Ch44:53F½], as printed in the warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 12. Chapter 90 Funding

To see if the Town will vote to accept Chapter 90 funds in the amount of \$413,796, or any other sum, as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures as allowed by the State Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee; or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee will report at town meeting.

Summary: This article allows the Town to expend money under the guidelines of Chapter 90 for road maintenance, equipment purchases, and other Public Works projects which are then reimbursed by the Commonwealth. The House has approved a Chapter 90 bond authorization calling for Sterling to receive \$413,796 in this program during FY18. Funding will be finalized once it is approved by the Senate and signed by Governor Baker.

MOTION MADE that the Town vote to accept Chapter 90 funds in the amount of \$413,796 as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures as allowed by the State Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 13. Amendments to Personnel Policy Bylaw Compensation Matrices

To see if the Town will vote to amend the Personnel Policy Bylaw of the Town of Sterling, by updating Attachments C and E as follows:

**Attachment C – Compensation Schedule
Non-Union Regular Positions
(Effective July 1, 2017)**

Grade Level	Hourly Salary Range Minimum	Hourly Salary Range Mid-Point	Hourly Salary Range Maximum
I	\$13.44	\$16.14	\$18.82
II	\$14.55	\$18.19	\$20.36
III	\$16.73	\$20.91	\$24.26
IV	\$19.62	\$24.04	\$28.46
V	\$23.08	\$28.86	\$34.63
VI	\$33.93	\$42.41	\$50.90

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Grade Level	Annual Salary Range Minimum	Annual Salary Range Mid-Point	Annual Salary Range Maximum
I	\$27,961	\$33,553	\$39,146
II	\$30,254	\$37,828	\$42,347
III	\$34,794	\$43,493	\$50,451
IV	\$40,821	\$50,007	\$59,191
V	\$48,011	\$60,020	\$72,028
VI	\$70,573	\$88,216	\$105,860

**Attachment E – Compensation Schedule
Call Fire Force Positions
(Effective as of July 1, 2017)**

Grade Level	Hourly Salary Range Minimum	Hourly Salary Range Mid-Point	Hourly Salary Range Maximum
I	\$13.26	\$20.16	\$27.05

Or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee supports this article.

Summary: This article updates the compensation plan with a 2% cost of living increase.

MOTION MADE that the Town vote to amend the Personnel Policy Bylaw of the Town of Sterling, by updating Attachments C and E as printed in the warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 14. East Lake Waushacum Treatment

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$10,100, or any other sum, to account 01999-58050, the East Lake Waushacum Treatment Account, said sum to be used for the study and treatment of the Lake, which is projected to cost \$20,200 during FY18. Remaining costs are to be financed by the East Lake Waushacum Association; or take any action in relation thereto.

Submitted by: The Conservation Commission

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee defers to town meeting.

Summary: The Conservation Commission and the East Lake Waushacum Association have worked for many years implementing the lake management program designed to address lake quality issues. While there has been much improvement documented, there is still work to be performed. Last year, monies were spent on herbicide treatment which helped to keep the town beach clear and open. This year the Commission is requesting \$10,100 towards total costs estimated at \$20,200 for the study and treatment of the lake. The remaining funds will be provided

**Town of Sterling
Annual Town Meeting
May 1, 2017**

by the Lake Association. The Town will benefit from continued protection of water quality at the town beach, and continue to enjoy the programs organized by the town. These funds will also treat emergent vegetation for safety and lake quality.

MOTION MADE that the Town will vote to transfer from certified free cash, the sum of \$10,100, to account 01999-58050, the East Lake Waushacum Treatment Account. Said sum to be used for the study and treatment of the Lake, which is projected to cost \$20,200 during FY18.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 15. Fund Major 1835 Town Hall Repairs

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$610,000.00, or any other sum, to fund the roof and interior repairs to the Town Hall including the architectural design, project manager, construction, and all items and services related to the roof replacement and structural repairs, electric wiring and interior insulation and ceiling finish; provide design and connection to a septic system; provide design and installation of a wheel chair lift to make the building and second floor accessible and compliant with the Massachusetts Architectural Access Board; repair/replace the front columns; and design and install sprinkler system for the 1835 Town Hall; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs. Said sum to be expended by the 1835 Town Hall Committee with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project, however, no amount shall be borrowed or expended hereunder unless and until voters approve excluding the amounts required to repay any borrowing pursuant to the vote from the limitation on total property taxes contained in Chapter 59, Section 21C of the General Laws (also known as Proposition 2 ½); or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: Board of Selectmen defers to town meeting.

Recommendation: Finance Committee does not support spending the full amount this year, but recognizes this is a phased project and that it will be appropriate to spend this amount over a period of years. The Finance Committee recommends passage of this article only if the project is financed as excluded debt.

Recommendation: The 1835 Town Hall Committee does not support this article.

Summary: The Sterling Town Hall, built in 1835, is the oldest Town building in Sterling and one of the most important to our culture, history and heritage. Constructed on property donated to the Inhabitants of Sterling for the public use, it has been the center of our community for 182 years and in 2011 was reaffirmed by voters our Community Center. It is used as a Community Center for civic, organization and private meetings and events and it is home to

**Town of Sterling
Annual Town Meeting
May 1, 2017**

the Recreation Department which uses every square foot for many children and adult programs. The slate roof dates back to the addition of 1893 and is badly in need of replacement. In 2005 and 2012, engineers provided structural recommendations and plans for roof replacement. This project includes architectural design project management, structural repairs, sheathing and underlayment, architectural asphalt shingles, insulation, finish carpentry, interior ceiling and walls, architectural elements sealed and stained, painting, electrical wiring and lighting. The wheel chair lift is required to bring the building up to code and is a requirement triggered by even modest renovations. The septic system upgrade is necessary to meet anticipated used plans and the existing columns are in need of repair. A sprinkler system is also recommended by the Fire Department. This list of repairs and renovations will return the building to its former stature and use. This article is intended to show the long-term cost of preserving the building without any grant funding.

REQUIRES 2/3 VOTE

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$100,000 to fund (i) evaluation and analysis of the roof of the 1835 Town Hall to determine the scope, extent, and feasibility of repairs necessary and the costs therefore; (ii) the costs for removal of the existing second floor ceiling as may be required to conduct such roof evaluation; (iii) shoring or stabilization of the current roof, and/or any minor repairs necessary to ensure structural integrity of the building, if needed; (iv) evaluation and analysis of the septic system to determine the scope, extent, and feasibility of necessary septic improvements; (v) ascertain load ratio and costs for second floor design and upgrade to allow for assemblies; (vi) the costs of engineers, architects, other consultants (including attorneys) to perform said evaluations and prepare any necessary designs and plans; and (vii) any and all incidental and related costs. Said monies and coordination of this work to be under the control of the Board of Selectmen who will also appoint a committee to oversee this effort and report to the Selectmen.

Recommendation: Board of Selectmen supports this motion.

Recommendation: Finance Committee supports this motion.

Recommendation: 1835 Town Hall Committee does not recommend passage of this motion.

2nd MOTION MADE to postpone Article 15 and address Article 16 first.

**2nd MOTION VOTED TO TABLE ARTICLE 15 CARRIED BY MAJORITY AS
DECLARED BY THE MODERATOR.**

ARTICLE 16. Fund 1835 Town Hall Roof Repairs Only – Fully Funded

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$298,000.00, or any other sum to fund the roof repairs to the Town Hall including the architectural design, project manager, construction, and all items and services related to the roof replacement and structural repairs, electric wiring and interior insulation and ceiling finish for the 1835 Town Hall, said sum to be expended by the 1835 Town Hall Committee with the advice

**Town of Sterling
Annual Town Meeting
May 1, 2017**

and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project; or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen defers to town meeting.

Recommendation: The Finance Committee supports this article with the conditions that the funding source will be raise and appropriate, quarterly progress reports will be provided by the 1835 Committee, and that the 1835 Committee will aggressively pursue grants and fundraising for all future projects. The Finance Committee recognizes that the potential total project cost is \$610,000.

Recommendation: The 1835 Town Hall Committee supports this article.

Summary: The Sterling Town Hall, built in 1835, is the oldest Town building in Sterling and one of the most important to our culture, history and heritage. The slate roof dates back to the addition of 1893 and is badly in need of replacement. In 2005 and 2012, engineers provided structural recommendations and plans for roof replacement. This project includes architectural design project management, structural repairs, sheathing and underlayment, architectural asphalt shingles, insulation, finish carpentry, interior ceiling and walls, architectural elements sealed and stained, painting, electrical wiring and lighting. This article will provide funds to complete the roof repair/replacement work entirely. This article would make the second floor “usable space.” This article would require further financial investment in the 1835 Town Hall, sometime in the future, in order to comply with state and federal accessibility laws due to the amount of funds expended. This project is the preference of the 1835 Town Hall Committee for fiscal year 2018. This article will be moved “No Action” if the town votes affirmatively on Article 15.

3rd MOTION MADE on ARTICLE 16 [by John Kilcoyne]: to transfer from Certified Free Cash the sum of \$298,000 to fund the roof repairs to the Town Hall including the architectural design, project manager, construction, and all items and services related to the roof replacement and structural repairs, electric wiring and interior insulation and ceiling finish for the 1835 Town Hall, said sum to be expended by the 1835 Town Hall Committee with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the Town upon completion of the project.

Recommendation: Board of Selectmen not comfortable with any of the Articles.

Recommendation: Finance Committee supports this motion as this was their original motion and planned for funding through Certified Free Cash.

Recommendation: 1835 Town Hall Committee in favor of this Article 16.

4th MOTION MADE to postpone Article 16 to a time certain which is after consideration of Article 16.

4th MOTION TO POSTPONE FAILED.

5th MOTION MADE to move the question.

5th MOTION CARRIED.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

VOT on 3rd MOTION: Motion on Article 16 carries by majority vote as declared by the Moderator.

6th MOTION MADE to take no action on Article 15.

6th MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR.

ARTICLE 17. Fund 1835 Town Hall Roof Repairs Only – Partial Funding

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$150,000.00, or any other sum to fund the roof repairs to the Town Hall including the architectural design, project manager, construction, and all items and services related to the roof replacement and structural repairs for the 1835 Town Hall, said sum to be expended by the 1835 Town Hall Committee with the advice and consent of the Board of Selectmen, with any unused funds to be returned to the town upon completion of the project; or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen defers to town meeting.

Recommendation: The Finance Committee does not support the passage of this article. If this article passes, the Finance Committee recommends raise and appropriate as a funding source.

Recommendation: The 1835 Town Hall Committee does not support this article.

Summary: The Sterling Town Hall, built in 1835, is the oldest Town building in Sterling and one of the most important to our culture, history and heritage. This project includes structural repairs, sheathing and underlayment, and architectural asphalt shingles. The work covered under this Article is intended to preserve the basic integrity of the building until further plans are developed and additional funding obtained. This Article would not provide the second floor as a “usable space.” This article would require further financial investment in the 1835 Town Hall, sometime in the future, in order to comply with state and federal accessibility laws due to the amount of funds expended. This article will be moved “No Action” if the town votes affirmatively on Article 15 or 16.

MOTION MADE that the Town vote to take no action relative to Article 17.

MOTION PASSED BY MAJORITY AS DECLARED BY THE MODERATOR

ARTICLE 18. Fund 1835 Town Hall Maintenance and Conveyance

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$15,000.00 or any other sum to fund for necessary building stabilization and preservation for the 1835 Town Hall and to transfer the control of the building to the Board of Selectmen of Sterling for the purposes of conveyance and to authorize the Selectmen to take any and all actions reasonably necessary to effectuate the transaction; or take any action relative thereto.

Submitted by: Board of Selectmen

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Recommendation: The Board of Selectmen defers to town meeting.

Recommendation: The Finance Committee does not support the passage of this article. If this article passes, the Finance Committee recommends raise and appropriate as a funding source.

Recommendation: The 1835 Town Hall Committee does not support this article.

Summary: This article allows for minimal repairs to preserve the basic integrity of the Sterling 1835 Town Hall until the building and land are conveyed or sold and authorizes the Board of Selectmen of Sterling to enter into agreements for the sale of the property if it is deemed by the Selectmen that this would be the best course of action for the town. This article will be moved “No Action” if the town votes affirmatively on Article 16, 16, or 17.

MOTION MADE that the Town will vote to take no action relative to Article 18.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

9:44pm MOTION MADE to reconsider not accepted by the Moderator

ARTICLE 19. Authorize Treasurer to Borrow Money

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2017, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 4, [MGL Ch 44:4], and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 17 [MGL Ch 44:17]; or take any action in relation thereto.

Submitted by: Treasurer/Collector

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article allows the Treasurer with the approval of the Board of Selectmen to borrow money as needed.

MOTION MADE that the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2017, in accordance with the provisions of Massachusetts General Laws, Chapter 44, Section 4, [MGL Ch44:4], and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of Massachusetts General Laws, Chapter 4, Section 17 [MGL Ch44:17].

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 20. Compensating Balance Agreements

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, Section 53F [MGL Ch 44:53F], to authorize the Town Treasurer to enter into compensating balance agreements, for the fiscal year beginning July 1, 2017; or take any action in relation thereto.

Submitted by: Treasurer/Collector

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article allows the Treasurer/Collector to enter into compensating balance agreements with banking institutions as needed for the operation of the department. A compensating balance is a way of paying for the services the bank provides by maintaining a specified, minimum balance in a non-interest or low interest bearing account.

MOTION MADE that the Town vote pursuant to Massachusetts General Laws, Chapter 44, Section 53F [MGL Ch 44:53F] to authorize the Town Treasurer to enter into compensating balance agreements, for the fiscal year beginning July 1, 2017.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

RECESSED FOR 5 MINUTES AT 9:46pm

ARTICLE 21. Fund Post-Employment Benefits

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$150,000, or any other sum, to fund the Other Post Employment Benefits Trust Fund, as recommended under GASB 45; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: Retirement benefits, and especially retirement health insurance, are a large and growing liability to the Town. This article continues our gradual funding of this liability, as recommend by the Government Accounting Standards Board.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$150,000, to fund the Other Post Employment Benefits Trust Fund, as recommended under GASB 45.

MOTION PASSED BY MAJORITY AS DECLARED BY THE MODERATOR

ARTICLE 22. Fund OPEB Actuarial Valuation

To see if the Town will raise and appropriate or transfer from available funds \$5,700, or any other sum, to retain an actuarial firm or actuarial firms to update the actuarial valuation of Other Post Employment Benefits (OPEB) provided by the Town to existing and future retirees, said sum to be expended by the Board of Selectmen; or take any action in relation thereto.

Submitted by: Treasurer/Collector

Recommendation: The Board of Selectmen recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: New standards of the Government Accounting Standards Board (GASB 75) require that every two years municipalities must identify the true cost of other post employment benefits which will be earned by employees over their estimated years of actual service. This article will allow the Town to update the last actuarial valuation dated 7/1/15.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Before the new standards a town the size of Sterling was required to complete a valuation every three years; now all municipalities must complete a valuation every two years regardless of size.

MOTION MADE that the Town transfer from Certified Free Cash \$5,700 to retain an actuarial firm or actuarial firms to update the actuarial valuation of Other Post Employment Benefits (OPEB) provided by the Town to existing and future retirees, said sum to be expended by the Board of Selectmen.

MOTION PASSED UNANIMOUSLY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 23. Fund Wachusett Greenways Expenses

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,300, or any other sum, to be used to pay the expenses, including but not limited to pay for a portable toilet and trail maintenance on the MASS Central Rail Trail, of the Wachusett Greenways, a six town collaborative, said funds to be administered and expended by Wachusett Greenways; or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: Wachusett Greenways is a six Town collaborative. The organization's volunteers preserve and maintain the Rail Trail in Sterling.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$1,300 to be used to pay the expenses including but not limited to pay for a portable toilet and trail maintenance on the MASS Central Rail Trail, of the Wachusett Greenways, a six town collaborative, said funds to be administered and expended by Wachusett Greenways.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 24. Fund Sterling Land Trust Expenses

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$1,300, or any other sum, to be used toward the payment of expenses incurred by the Sterling Land Trust, Inc. to preserve and manage various parcels of land within the Town, said funds to be administered and expended by the Trust; or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article would provide financial assistance to the Sterling Land Trust which maintains various parcels of preserved open space land within the Town for passive recreational use and enjoyment by residents.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$1,300 to be used toward the payment of expenses incurred by the Sterling Land Trust, Inc. to preserve and

**Town of Sterling
Annual Town Meeting
May 1, 2017**

manage various parcels of land within the Town, said funds to be administered and expended by the Trust.

MOTION PASSED BY MAJORITY AS DECLARED BY THE MODERATOR

ARTICLE 25. Disposition of 19 Hardscrabble Road

To see if the Town will vote to transfer from the Board of Selectmen, a certain parcel of land, with the improvements thereon, known as 19 Hardscrabble Road, shown as “Lot #1,” containing 332,374 S.F. +/- 7.63 Acres +/-, on a plan entitled “Plan of Land in Sterling, MA Owned by Town of Sterling,” dated December 21, 2016, recorded with the Worcester South District Registry of Deeds in Plan Book 925, Plan 3, said parcel held for general municipal purposes, to the Board of Selectmen, for purposes of conveyance, and authorize the Board of Selectmen to take any and all actions reasonably necessary to effectuate the transaction; or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends passage of this article.

Recommendation: The Finance Committee defers to town meeting.

Recommendation: The Conservation Commission recommends passage of this article.

Summary: This article would transfer a parcel of land currently held by the Board of Selectmen, for general municipal purposes, to the Board of Selectmen, for the purpose of sale, which disposition will be done in accordance with Chapter 30B, the Uniform Procurement Act.

MOTION MADE that the Town vote to authorize the Board of Selectmen to convey a certain parcel of land, with the improvements thereon, known as 19 Hardscrabble Road, shown as “Lot#1,” containing approximately 332,374 S.F. +/- 7.63 Acres +/- on a plan entitled “Plan of Land in Sterling, MA Owned by Town of Sterling,” dated December 21, 2016, recorded with the Worcester South District Registry of Deeds in Plan Book 925, Plan 3, and further, to authorize the Board of Selectmen to take any and all actions reasonably necessary to effectuate the transaction.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 26. Transfer Hardscrabble Road Parcel to Conservation Commission

To see if the Town will vote to transfer from the Board of Selectmen, held for general municipal purposes, to the Conservation Commission, for conservation purposes, subject to Article 97 of the Amendments to the Constitution of the Commonwealth, a certain parcel of land shown as “Parcel A,” containing 72,910 S.F. +/- 1.67 Acres +/-, on a plan entitled “Plan of Land in Sterling, MA Owned by Town of Sterling,” dated December 21, 2016, recorded with the Worcester South District Registry of Deeds in Plan Book 925, Plan 3; or take any action in relation thereto.

Submitted by: Board of Selectmen/Conservation Commission

Recommendation: The Board of Selectmen recommends approval.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Recommendation: The Finance Committee defers to town meeting.

Recommendation: The Conservation Commission recommends passage of this article.

Summary: This article would transfer a parcel of land currently held by the Board of Selectmen, for general municipal purposes, to the Conservation Commission, for conservation purposes, which parcel has been subdivided from other property owned by the Town, and which will provide access to other land under the care, custody and control of the Conservation Commission, and subject this parcel to Article 97 of the Amendments to the Constitution of the Commonwealth.

REQUIRES 2/3 VOTE

MOTION MADE that the Town vote to transfer from the Board of Selectmen, held for general municipal purposes, to the Conservation Commission, for conservation purposes, subject to Article 97 of the Amendments to the Constitution of the Commonwealth, a certain parcel of land shown as “Parcel A,” containing approximately 72,910 S.F. +/- 1.67 Acres +/- on a plan entitled “Plan of Land in Sterling, MA Owned by Town of Sterling”, Dated December 21, 2016 recorded with the Worcester South District Registry of Deeds in Plan book 925, Plan 3.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 27. Senior Center Facilities Maintenance Technician

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$15,065, or any other sum, to fund the wages of a Facilities Maintenance Technician for the Sterling Senior Center for fifteen (15) hours per week, said position currently classified at Grade IV in the FY 2017 Personnel Bylaw, and said sum to be expended by the Council on Aging; or take any action in relation thereto.

Submitted by: Council on Aging

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Summary: Monies for this part time position are presently included in the Senior Center Operating Budget. At the moment an outside vendor is used for custodial duties which involve basic cleaning only. This new position would give the Senior Center the opportunity to employ an individual who could expand on custodial duties and do light maintenance and oversight. For example, tasks such as changing a light fixture, faucet drips, toilet backups, touch ups to paint, shoveling, sweeping, overall cleanliness, basic knowledge and control of heating, cooling and alarm systems are not in the purview of the outside vendor. The monies expended would allow for better quality services for the dollars involved.

MOTION MADE that the Town vote to transfer from Senior Center Operations the sum of \$15,065, to fund the wages of a Facilities Maintenance Technician for the Sterling Senior Center for fifteen (15) hours per week, said position currently classified at Grade IV in the FY 2017 Personnel Bylaw, said sum to be expended by the Council on Aging.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 28. Senior Center Facilities Supervisor

To see if the Town will vote to fund the wages of a Facilities Supervisor for the Sterling Senior Center on an as-needed basis to supervise the facility when it is rented by non-town government groups, said position to be classified as a seasonal laborer in the FY 2017 Personnel Bylaw, and said sum to be funded with rental fees deposited into the Senior Center Usage Revolving Account, account number 24000-57001, and said sum to be expended by the Council on Aging; or take any action in relation thereto.

Submitted by: Council on Aging

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Summary: The monies for this very part-time position are already included in the Senior Center/COA usage fees. It benefits both the 'renter' and 'rentee' to have an individual who is familiar with the facility overseeing outside events and assuring quality of usage.

MOTION MADE that the Town vote to fund the wages of a Facilities Supervisor for the Sterling senior Center on an as-needed basis to supervise the facility when it is seasonal laborer in the FY 2017 Personnel Bylaw, said sum to be funded with rental fees deposited into the Senior Center Usage Revolving Account, account number 24000-57001, and to be expended by the Council on Aging.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 29. Temporary Moratorium on Non-Medical Marijuana Establishments

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 4.9A ,

TEMPORARY MORATORIUM ON NON-MEDICAL MARIJUANA

ESTABLISHMENTS, that would provide as follows, and further to amend the Table of Contents to add Section 4.9A, "Temporary Moratorium on Non-Medical Marijuana Establishments:

Section 4.9A.1 Purpose

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for personal use (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana, is effective on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on or before April 1, 2018. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Marijuana Establishments for non-medical marijuana. The regulation of marijuana for personal use raises novel legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Marijuana Establishments for non-medical marijuana and address such issues, as well as to address the

**Town of Sterling
Annual Town Meeting
May 1, 2017**

potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Marijuana Establishments for non-medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Establishments for non-medical marijuana so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Section 4.9A.2 Definition

"Non-medical Marijuana Establishment" shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business as defined in G.L. c. 94G.

Section 4.9A.3 Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Non-Medical Marijuana Establishment and other uses related to personal use of marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Non-Medical Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Non-Medical Marijuana Establishments, and shall consider adopting Zoning Bylaw amendments in response to these new issues. This temporary moratorium shall not affect in any way the use of land or structures for Registered Marijuana Dispensaries, (for medical marijuana), which are governed by Section of this Zoning By-law.

Or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends approval.

Recommendation: Finance Committee defers to town meeting.

Recommendation: The Planning Board recommends approval.

Summary: The Act passed by the voters in November, 2016 (Chapter 334 of the Acts of 2016), which legalizes the recreational use of marijuana, contains a number of ambiguities with respect to the scope of local controls and may be subject to amendment by the legislature over the next several months. The zoning moratorium freezes the application or permitting process, essentially preventing new commercial recreational marijuana establishments in Sterling before June 30, 2018. The moratorium provides time for the town to write zoning bylaws and regulations governing commercial recreational marijuana establishments within the Town and to comply with any new State laws and regulations that may be enacted later this year. This zoning moratorium will only apply to commercial marijuana establishments and will have no impact on

**Town of Sterling
Annual Town Meeting
May 1, 2017**

the ability of individuals to lawfully possess, consume, or grow recreational marijuana for personal use in accordance with the Act.

REQUIRES 2/3 VOTE

MOTION MADE that the Town vote to amend the Town's Zoning Bylaw by adding a new Section 4.9A, **TEMPORARY MORATORIUM ON NON-MEDICAL MARIJUANA ESTABLISHMENTS**, that would provide as printed in the warrant, and further to amend the Table of Contents to add Section 4.9A, "Temporary Moratorium on Non-Medical Marijuana Establishments:

MOTION CARRIES BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

ARTICLE 30. Update Open Space and Recreation Plan

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$10,000, or any other sum, to update the Town's Open Space and Recreation Plan, or take an action in relation thereto.

Submitted by: Open Space Implementation Committee

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Recommendation: The Conservation Commission recommends passage of this article.

Summary: To retain the eligibility status of access to certain grants, the Commonwealth of Massachusetts requires that a town's Open Space and Recreation plan be revised along specific guidelines every seven years. The last update to Sterling's plan was prepared by the OSIC during 2009-2010, and was conditionally approved the Commonwealth in November of 2010. An update is now due for submission in 2017. Agreement from three to five years.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$10,000 to update the Town's Open Space and Recreation Plan.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 31. Amend Chapter 92 of the General Bylaws, Licenses, Denial Of

To see if the Town will vote to amend the General Bylaws of the Town of Sterling, Licenses, Denial of, Section 92-2, List of Delinquent Persons, by inserting the phrase "and may periodically," and deleting the phrase "for not less than a twelve-month period." The amended section shall read:

§ 92-2 List of delinquent persons.

The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges (hereinafter referred to as the "Tax Collector") shall annually, and may periodically, furnish to each department, board, commission or division (hereinafter referred to as the "licensing authority") that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise (hereinafter referred to as the "party") that has neglected or refused to pay any local taxes, fees,

**Town of Sterling
Annual Town Meeting
May 1, 2017**

assessments, betterments or other municipal charges ~~for not less than a twelve-month period~~ and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

Or take any action in relation thereto.

Submitted by: Treasurer/Collector

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee defers to town meeting.

Summary: Recent legislation allows municipalities greater flexibility in requiring applicants for certain licenses and permits to be current on taxes before the licenses or permits are issued. The legislation eliminates the twelve month waiting period and further allows the municipal collector to periodically, rather than annually, certify to permitting or licensing authorities the names of persons, corporations or business enterprises that have outstanding unpaid taxes or other charges. In order to take advantage of the updated legislation, the Town must amend its bylaw to be in conformance with the updates.

MOTION MADE that the Town vote to amend the General Bylaws of the Town of Sterling, Licenses, Denial of, Section 92-2, List of Delinquent Persons, by inserting the phrase and may periodically”, and deleting the phrase “for not less than a twelve-month period.” The amended section shall read as printed in the warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 32. Revolving Funds Bylaw

To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

Chapter 143 Revolving Funds

143-1 There are hereby established in the Town of Sterling pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds:

Program or Purpose	Representative or Board Authorized to Spend	Department Receipts
Recycling	DPW	Fees and charges received from recycling
Fuel	DPW	Fees and charges received from town departments
Deputy Collector	Treasurer/Collector	Fees and charges received from deputy collector

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Planning Board Expenses	Planning Board	Fees and charges received from applicants
Council on Aging Expenses	Council on Aging	Fees and charges received from programs
Sterling Fair	Fair Committee	Fees and charges received from fair activity
Hazardous Materials	Fire Chief	Fees and charges received from hazardous material disposal
Radio Master Box Fees	Fire Chief	Fees and charges received from monitoring and usage
Agricultural Commission Expenses	Agricultural Commission	Fees and charges received from projects and programs
Recreation Committee Programs	Recreation Committee	Fees and charges received from programs
Wiring Inspector	Inspectional Services	Fees and charges received from inspections

143-2 Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½ [MGL Ch44:53E ½].

And further, to set FY 2018 spending limits for such revolving funds as follows:

Program or Purpose	FY 2018 Spending Limit
Recycling	\$5,000
Fuel	\$60,000
Deputy Collector	\$18,000
Planning Board Expenses	\$25,000
Council on Aging Expenses	\$50,000
Sterling Fair	\$135,000
Hazardous Materials	\$55,000
Radio Master Box Fees	\$4,000
Agricultural Commission Expenses	\$5,000
Recreation Committee Programs	\$155,000
Wiring Inspector	\$20,000

Or take any action in relation thereto.

Submitted by: Town Accountant

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee will report at town meeting.

Summary: Recent legislation requires that revolving funds must now be established by bylaw or ordinance, and that the expenditure limits must be established annually and prior to July

**Town of Sterling
Annual Town Meeting
May 1, 2017**

first. This article establishes the bylaw and sets the expenditure limits for FY 2018. In future years, the town will be required only to establish the annual expenditure limits.

MOTION MADE that the Town vote pursuant to the provisions of G.L. c. 44, Section 53E ½ [MGL Ch44:53F½] as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as printed in the warrant; and further, to set the FY 2018 spending limits for such revolving funds as printed in the warrant.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 33. Building Rental Revolving Fund

To see if the Town will vote to provide for any amounts collected for building rentals, other than rental of school buildings, to be credited to a separate account to be expended without further appropriation by the board, committee or department head in control of the building for building-related upkeep and maintenance, and further, to accept the proviso of the second paragraph of G.L. c. 40, §3 to allow any balance in such an account at the close of the fiscal year to remain available for expenditure without appropriation for such purposes in future years; or take any other action relative thereto.

Submitted by: Town Accountant

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee will report at town meeting.

Summary: Recent legislation allows a municipality to segregate revenues from rental of municipal buildings and to spend such funds without further appropriation for building-related maintenance, as well as allowing the monies to be available for such purposes in a future fiscal year.

MOTION MADE that the Town vote to provide for any amounts collected for building rentals, other than rental of school buildings, to be credited to a separate account to be expended without further appropriation by the board, committee or department head in control of the building for building related upkeep and maintenance, and further, to accept the proviso of the second paragraph of G.L.c.40, section 3 [MGL Ch 40:3] to allow any balance in such an account at the close of the fiscal year to remain available for expenditure without appropriation for such purposes in future years.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 34. Acceptance of Homestead Lane as a Public Way

To see if the Town will vote to accept as a public way the roadway known as Homestead Lane, as heretofore laid out by the Board of Selectmen and shown on a plan entitled “Town of Sterling-Road Acceptance Plan, Homestead Lane, Sterling, Massachusetts,” dated 2/2/17, prepared by GRAZ Engineering, LLC, which plan is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or eminent domain the fee to and/or easements in Homestead Lane for all purposes for which public ways are used in the Town of Sterling, and any drainage, utility, access, and/or other easements related thereto, all as shown on the plan; or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee defers to town meeting.

Recommendation: The Planning Board recommends approval.

Summary: This article will convert a new subdivision road for care and maintenance as a public way.

MOTION MADE that the Town vote to accept as a public way the roadway known as Homestead Lane, as heretofore laid out by the Board of Selectmen and shown on a plan entitled “Town of Sterling-Road Acceptance Plan, Homestead Lane, Sterling, Massachusetts”, dated 2/2/17, prepared by GRAZ Engineering, LLC, which plan is on file with the Town Clerk, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or eminent domain the fee to and/or easements in Homestead Lane for all purposes for which public ways are used in the Town of Sterling, and any drainage, utility, access, and/or other easements related thereto, all as shown on the plan.

MOTION PASSED BY UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 35. Acceptance of Thomas Lane as a Public Way

Vote to accept Thomas Lane as a public way in its entirety together with all drainage easements, as laid out and as shown on a plan on file in the Town Clerk’s office; such acceptance will not be final until the plan and the deed(s) to the aforesaid have been recorded in the Worcester Registry of Deeds by the current owner(s) or their representative(s) and duly delivered along with clear title to the Board of Selectmen.

Submitted by: Citizens’ Petition

Recommendation: The Board of Selectmen does not recommend approval.

Recommendation: The Finance Committee defers to town meeting.

Recommendation: The Planning Board does not recommend approval.

MOTION MADE that the Town vote to take no action relative to article 35.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 36. Fund Medical Waste Disposal Kiosk

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$2,900.00 to support the disposal of medical sharps (like diabetic's needles) and unwanted/expired medications in two Public Health Kiosks located at the Sterling Police Department for FY18; or take any action in relation thereto.

Submitted by: Board of Health

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee recommends approval.

Summary: During 2014, the Sterling Board of Health had received a Public Health Grant from the Health Foundation of Central Mass. Inc. to obtain a prescription Drug Take Back kiosk and a Used Hypodermic Needle Collection Kiosk. The original grant covered the cost to acquire two kiosks and a limited amount of disposal expense. Grant funds are no longer available to continue this service. Based on current use of the kiosks, the \$2,900.00 budget will allow for emptying the Kiosks four times per year. Maintaining this expense will ensure proper disposals. Without this service syringes may end up in the landfill and medications may end up in the water stream if disposed of by flushing down a toilet.

MOTION MADE that the Town vote to transfer from Certified Free Cash the sum of \$2,900.00 to support the disposal of medical sharps (like diabetic's needles) and unwanted/expired medications in two Public Health Kiosks located at the Sterling Police Department for FY18.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 37. Sterling Fair

To see if the Town will vote to continue to sponsor an annual Town Fair to promote the history and heritage of the Town to occur on the Friday, Saturday, and Sunday following Labor Day in each September. Through this article, the Town will affirm that the Sterling Fair Committee is a Town committee appointed by the Board of Selectmen and has the support of the people of Sterling and the town employees and all town departments.

Submitted by: Fair Committee

Recommendation: The Board of Selectmen recommends approval.

Recommendation: The Finance Committee defers to town meeting.

Summary: The Sterling Fair was started in the early 1800's and was run privately by the Sterling Cattleman's Association. The fair continued through the 1940's and early 1950's until sometime in the late 1950's the fair unfortunately stopped because of a lack of volunteers. The fair was reborn in 1981 for the Town of Sterling's bicentennial, becoming a municipal fair run by the town of the Sterling. In 1999 Jimmy Simpson of Sterling Air and airport owner Henry Ciborowski graciously agreed to let the fair use Sterling Airport to hold the fair and keep it alive. In 2016, the Sterling Fair continued to be was the largest free fair of its size in New England attracting between 30,000 and 40,000 fair-goers. The fair continues to run on a lean budget, run completely by volunteers, including the all-volunteer Fair Committee. Currently there are 20 Sterling Fair Committee members, but we need at least 10 more, along with another 50 plus volunteers that go non-stop the week before and week after the fair.

**Town of Sterling
Annual Town Meeting
May 1, 2017**

MOTION MADE that the Town vote to continue to support an annual Town Fair to promote the history and heritage of the Town to occur on the Friday, Saturday, and Sunday following Labor Day in each September.

MOTION PASSED UNANIMOUSLY AS DECLARED BY THE MODERATOR

ARTICLE 38. Naming of the Courtyard in the Area of the Art Department at WRHS

To see if the Town will vote to name the courtyard in the area of the Art Department at the Wachusett Regional High School in honor of Mr. Ralph Caouette; or take any action in relation thereto.

Submitted by: Wachusett Regional School District Committee

Recommendation: The Board of Selectmen defers to town meeting.

Recommendation: The Finance Committee defers to town meeting.

Summary: Per WRSDC Policy 7161 “The Wachusett Regional School District shall not name, or permit to be named, a room or building owned by a Member Town as a memorial to any person or organization except by the vote of the respective town at a town meeting.” Mr. Caouette was a Wachusett teacher from 1982 until his retirement in the summer of 2016, teaching high school students all 34 years of his Wachusett career. Mr. Caouette served as the Art Department Liaison, and then as the Art Department Head for several years and was a very well respected and valued member of the high school faculty. This article seeks to allow the WRSDC to honor him by naming the courtyard in the area of the Art Department at WRHS in his honor.

MOTION MADE that the Town vote to name the courtyard in the area of the Art Department at the Wachusett Regional High School in honor of Mr. Ralph Caouette.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 39. Naming of the Gymnasium at Chocksett Middle School

To see if the Town will vote to name the Gymnasium at the Chocksett Middle School in honor of Ms. Susan Lauder; or take any action in relation thereto.

Submitted by: Wachusett Regional School District Committee

Recommendation: The Board of Selectmen defers to town meeting.

Recommendation: The Finance Committee defers to town meeting.

Summary: Per WRSDC Policy 7161 “The Wachusett Regional School District shall not name, or permit to be named, a room or building owned by a Member Town as a memorial to any person or organization except by the vote of the respective town at a town meeting.” Mrs. Lauder was a Physical Education teacher in Sterling from 1978 until her retirement in the summer of 2015 and the Chocksett community would like to acknowledge Mrs. Lauder’s dedication and commitment to Sterling students over the many years.

MOTION MADE that the Town vote to name the Gymnasium at the Chocksett Middle School in honor of Ms. Susan Lauder.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ARTICLE 40. Apply Stabilization Fund to Stabilize the Tax Rate

To see if the Town will vote to transfer a sum of money from the Stabilization Fund, to stabilize the tax rate; or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Board of Selectmen will report at town meeting.

Recommendation: The Finance Committee will report at town meeting.

Summary: This article appropriates stabilization funds to reduce the FY18 tax levy. The Finance Committee will submit an amount at town meeting after consideration of the spending on previously approved articles.

REQUIRES 2/3 VOTE

MOTION MADE that the Town vote to transfer the sum of \$150,000 from the Stabilization Fund, to stabilize the tax rate.

MOTION CARRIES BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 41. Annual Town Election

To elect by ballot on Monday, May 8, 2017 from 7:30am to 8:00pm at the Houghton Elementary School gym on 32 Boutelle Road, the following officers:

- (1) seat for Board of Assessors – 3 year term
- (1) seat for Board of Health – 3 year term
- (2) seats for Library Board of Trustees –3 year term each
- (1) seat for Board of Selectmen – 3 year term
- (1) seat for Constable – 3 year term
- (1) seat for Department of Public Works Board – 3 year term
- (1) seat for Planning Board – 5 year term
- (1) seat for Sterling Housing Authority –to fill a vacancy of 4 year term
- (1) seat for Sterling Municipal Light Board – 3 year term
- (2) seats for Wachusett Regional School District Committee –3 year term each

Also to choose by ballot or otherwise, such other officers as may be necessary. The polls shall be opened on Monday, May 8, 2017 at seven thirty o'clock in the forenoon (7:30am) and shall remain open until eight o'clock (8:00pm) in the evening.

At 10:26pm MOTION MADE to adjourn the Annual Town Meeting, only to reconvene on May 8, 2017 for the purpose of conducting the Annual Town Election and then to dissolve. **MOTION PASSED UNANIMOUSLY.**

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Account Description	2016 Actual	2017 Final	FY18 Dept Request	FY18 \$ Change	FY18 % Change
Moderator					
MODERATOR SALARY	0.00	500.00	500.00	0.00	0.00%
MODERATOR EXPENSE	0.00	150.00	150.00	0.00	0.00%
Department Total	0.00	650.00	650.00	0.00	0.00%
Selectmen					
SELECTMEN SALARY	4,500.00	4,500.00	4,500.00	0.00	0.00%
SELECTMEN EXPENSE	2,500.00	2,500.00	2,500.00	0.00	0.00%
Department Total	7,000.00	7,000.00	7,000.00	0.00	0.00%
Town Administrator					
TOWN ADMINISTRATOR SALARY	92,636.15	93,840.00	97,410.00	3,570.00	3.80%
TOWN ADMINISTRATOR WAGES	76,131.74	77,284.38	79,264.00	1,979.62	2.56%
TOWN ADMINISTRATOR EXPENSE	50,853.38	72,000.00	72,000.00	0.00	0.00%
COA SENIOR TAX WORK OFF PROGRAM	9,832.68	15,217.00	15,217.00	0.00	0.00%
Department Total	229,453.95	258,341.38	263,891.00	5,549.62	2.15%
Finance Board					
FINANCE BOARD SALARY	0.00	0.00	0.00	0.00	0.00%
FINANCE BOARD EXPENSE	176.00	280.00	280.00	0.00	0.00%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Department Total	176.00	280.00	280.00	0.00	0.00%
Accountant					
ACCOUNTANT SALARY	30,150.17	29,376.00	29,963.00	587.00	2.00%
ACCOUNTANT EXPENSE	649.20	7,750.00	7,750.00	0.00	0.00%
Department Total	30,799.37	37,126.00	37,713.00	587.00	1.58%
Audit					
AUDIT EXPENSE	19,500.00	20,500.00	21,500.00	1,000.00	4.88%
Department Total	19,500.00	20,500.00	21,500.00	1,000.00	4.88%
Assessor					
ASSESSOR SALARY	4,500.00	4,500.00	4,500.00	0.00	0.00%
ASSESSOR WAGES	39,749.75	44,007.90	44,847.00	839.10	1.91%
ASSESSOR EXPENSE	51,603.00	54,672.00	56,700.00	2,028.00	3.71%
ASSESSOR REVAL		0.00	0.00	0.00	0.00%
Department Total	95,852.75	103,179.90	106,047.00	2,867.10	2.78%
Treasurer/Collector					
TREASURER/COLLECTOR SALARY	58,837.60	59,978.00	61,158.00	1,180.00	1.97%
TREASURER/COLLECTOR WAGES	90,463.15	92,695.00	94,539.00	1,844.00	1.99%
TREASURER/COLLECTOR EXPENSE	29,075.67	42,566.00	47,566.00	0.00	0.00%
Department Total	178,376.42	195,239.00	203,263.00	3,024.00	1.55%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Legal Services					
LEGAL SERVICES	47,959.13	60,000.00	60,000.00	0.00	0.00%
Department Total	47,959.13	60,000.00	60,000.00	0.00	0.00%
Human Resources					
HUMAN RESOURCE SALARY	0.00	0.00	0.00	0.00	0.00%
HUMAN RESOURCE EXPENSE	64.29	500.00	500.00	0.00	0.00%
HUMAN RESOURCE TRAINING	0.00	0.00	0.00	0.00	0.00%
Department Total	64.29	500.00	500.00	0.00	0.00%
Information Technology					
IT PROFESSIONAL SERVICES	40,274.22	40,000.00	76,800.00	36,800.00	92.00%
IT EXPENSE	20,169.24	57,270.00	28,720.00	(28,550.00)	-49.85%
IT WEB HOSTING	2,700.00	5,400.00	0.00	(5,400.00)	-100.00%
IT GIS HOSTING	0.00	0.00	0.00	0.00	
Department Total	63,143.46	102,670.00	105,520.00	2,850.00	2.78%
Personnel Board					
PERSONNEL BOARD TRAINING	0.00	0.00	0.00	0.00	0.00%
PERSONNEL BOARD EXPENSE	0.00	1,800.00	1,800.00	0.00	0.00%
PERSONNEL BOARD MERIT PAY	0.00	0.00	0.00	0.00	0.00%
Department Total	0.00	1,800.00	1,800.00	0.00	0.00%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Town Clerk					
TOWN CLERK SALARY	63,728.98	65,776.00	67,093.00	1,317.00	2.00%
TOWN CLERK WAGES	42,316.66	43,163.00	44,026.00	863.00	2.00%
TOWN CLERK TRAINING	3,485.23	3,500.00	3,500.00	0.00	0.00%
TOWN CLERK EXPENSE	11,264.22	17,400.00	10,975.00	(6,425.00)	-36.93%
ELECTION WAGES	12,218.64	11,000.00	4,700.00	(6,300.00)	-57.27%
ELECTION EXPENSE	17,774.33	15,500.00	12,500.00	(3,000.00)	-19.35%
Department Total	150,788.06	156,339.00	142,794.00	(13,545.00)	-8.66%
Conservation					
CONSERVATION COMMITTEE WAGES	23,240.00	23,705.00	24,179.00	474.00	2.00%
CONSERVATION COMMITTEE EXPENSE	1,000.00	1,000.00	1,000.00	0.00	0.00%
CENTRAL MASS STORMWATER COALITION	0.00	5,000.00	5,000.00	0.00	0.00%
Department Total	24,240.00	29,705.00	30,179.00	474.00	1.60%
Planning					
PLANNING SALARY	200.00	500.00	500.00	0.00	0.00%
MRPC EXPENSE	2,431.47	2,640.00	2,772.00	132.00	5.00%
PLANNING WAGE EXPENSE	13,832.83	16,997.00	17,337.31	340.31	2.00%
Department Total	16,464.30	20,137.00	20,609.31	472.31	2.35%
Board of Appeals					

**Town of Sterling
Annual Town Meeting
May 1, 2017**

BOARD OF APPEALS WAGES	10,000.00	0.00	0.00	0.00	0.00%
BOARD OF APPEALS EXPENSE	6,552.38	8,887.00	7,000.00	(1,887.00)	-21.23%
Department Total	16,552.38	8,887.00	7,000.00	(1,887.00)	-21.23%
Agriculture/Forestry					
AGRICULTURAL EXPENSE	100.00	750.00	750.00	0.00	0.00%
Department Total	100.00	750.00	750.00	0.00	0.00%
Economic Development					
ECONOMIC DEVELOPMENT COMMITTEE EXPENSE	0.00	13,500.00	13,500.00	0.00	0.00%
Department Total	0.00	13,500.00	13,500.00	0.00	0.00%
Open Space					
OPEN SPACE EXPENSE	746.57	1,500.00	1,500.00	0.00	0.00%
Department Total	746.57	1,500.00	1,500.00	0.00	0.00%
Facilities					
FACILITIES WAGES	27,352.25	31,598.00	32,229.96	631.96	2.00%
FACILITIES EXPENSE	65,597.34	71,576.00	71,576.00	0.00	0.00%
Department Total	92,949.59	103,174.00	103,805.96	631.96	0.61%
ADA Coordinator Stipend					
ADA COORDINATOR STIPEND	1,500.00	1,500.00	1,500.00	0.00	0.00%
Department Total	1,500.00	1,500.00	1,500.00	0.00	0.00%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Police					
POLICE SALARY	126,156.00	128,820.21	131,396.00	2,575.79	2.00%
POLICE WAGES	1,136,753.55	1,172,493.00	1,173,793.00	1,300.00	0.11%
POLICE EXPENSE	107,085.48	105,320.00	106,300.00	980.00	0.93%
POLICE CRUISER	38,762.00	39,000.00	40,000.00	1,000.00	2.56%
Department Total	1,408,757.03	1,445,633.21	1,451,489.00	5,855.79	0.41%
Dispatch					
COMMUNICATION WAGES	237,570.43	257,392.00	262,550.00	5,158.00	2.00%
COMMUNICATION EXPENSE	78,882.76	90,362.00	93,958.00	3,596.00	3.98%
Department Total	316,453.19	347,754.00	356,508.00	8,754.00	2.52%
Fire					
FIRE CHIEF SALARY	93,558.00	95,429.00	97,338.00	1,909.00	2.00%
FIRE WAGES	452,291.58	503,804.00	544,733.00	40,929.00	8.12%
FIRE EMERGENCY MANAGEMENT STIPEND	10,000.00	10,000.00	10,000.00	0.00	0.00%
FIRE EXPENSE	117,803.70	119,900.00	132,700.00	12,800.00	10.68%
FIRE EMERGENCY MANAGEMENT EXPENSE	1,477.95	1,500.00	1,500.00	0.00	0.00%
FIRE EQUIPMENT LEASE	0.00	62,148.05	62,148.05	0.00	0.00%
Department Total	675,131.23	792,781.05	848,419.05	55,638.00	7.02%
Ambulance					

**Town of Sterling
Annual Town Meeting
May 1, 2017**

AMBULANCE CHIEF SALARY	12,199.93	12,200.00	12,200.00	0.00	0.00%
AMBULANCE WAGES	285,231.97	304,530.00	314,427.00	9,897.00	3.25%
AMBULANCE EXPENSE	67,188.80	69,750.00	73,000.00	3,250.00	4.66%
AMBULANCE LEASE	0.00	38,867.20	38,867.20	0.00	0.00%
Department Total	364,620.70	425,347.20	438,494.20	13,147.00	3.09%
Inspectional Services					
BUILDING INSPECTOR SALARY	53,730.56	58,815.00	59,992.00	1,177.00	2.00%
INSPECTION WIRE INSP SALARY	13,720.00	15,300.00	0.00	(15,300.00)	-100.00%
INSPECTION PLUMBING INSP SALARY	10,000.00	10,200.00	10,404.00	204.00	2.00%
INSPECTON GAS INSP SALARY	5,500.00	5,610.00	5,723.00	113.00	2.01%
BUILDING INSPECTOR WAGES	20,120.92	37,918.00	38,000.00	82.00	0.22%
INSPECTION EXPENSE	5,379.41	5,550.00	5,550.00	0.00	0.00%
SEALER OF WEIGHT & MEASURES EXPENSE	1,200.00	1,200.00	1,200.00	0.00	0.00%
Department Total	109,650.89	134,593.00	120,869.00	(13,724.00)	-10.20%
Police-Animal Control					
ANIMAL CONTROL WAGES	19,668.18	20,748.00	21,163.00	415.00	2.00%
ANIMAL CONTROL EXPENSE	3,798.86	4,000.00	4,000.00	0.00	0.00%
Department Total	23,467.04	24,748.00	25,163.00	415.00	1.68%
Animal Inspector					

**Town of Sterling
Annual Town Meeting
May 1, 2017**

ANIMAL INSPECTOR SALARY	1,000.00	1,250.00	1,500.00	250.00	20.00%
ANIMAL INSPECTOR EXPENSE	549.00	900.00	900.00	0.00	0.00%
Department Total	1,549.00	2,150.00	2,400.00	250.00	11.63%
DPW					
DPW SALARY	65,312.00	66,626.00	67,959.00	1,333.00	2.00%
DPW BOARD SALARY	1,800.00	1,800.00	1,800.00	0.00	0.00%
DPW WAGES	556,441.21	598,870.00	610,847.00	11,977.00	2.00%
DPW STREET LIGHTS	30,613.00	30,613.00	30,613.00	0.00	0.00%
DPW HYDRANT RENTAL	26,675.00	26,675.00	26,675.00	0.00	0.00%
DPW TRASH PICKUP	557,868.00	527,000.00	542,000.00	15,000.00	2.85%
REGIONAL RECYCLING	0.00	4,335.50	4,186.00	(149.50)	-3.45%
LANDFILL MONITORING	0.00	16,500.00	16,500.00	0.00	0.00%
DPW EXPENSE	303,145.90	319,420.00	319,420.00	0.00	0.00%
DPW EQUIPMENT LEASE	0.00	29,692.00	29,692.00	0.00	0.00%
Department Total	1,541,855.11	1,621,531.50	1,649,692.00	28,160.50	1.74%
DPW Snow & Ice					
SNOW & ICE WAGES	25,226.77	60,000.00	60,000.00	0.00	0.00%
SNOW & ICE EXPENSE	97,716.07	116,000.00	116,000.00	0.00	0.00%
Department Total	122,942.84	176,000.00	176,000.00	0.00	0.00%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

Board of Health					
BOH SALARY	309.00	309.00	309.00	0.00	0.00%
BOH INSPECTOR SALARY	78,495.28	82,000.00	88,130.00	6,130.00	7.48%
BOH WACHUSETT HOME HEALTH CARE	0.00	1,500.00	0.00	(1,500.00)	-100.00%
BOH MONTACHUSETT PUBLIC HEALTH	3,675.00	4,500.00	3,200.00	(1,300.00)	-28.89%
BOH EXPENSE	4,387.09	4,530.00	4,530.00	0.00	0.00%
Department Total	86,866.37	92,839.00	96,169.00	3,330.00	3.59%
Council on Aging					
COA WAGES	121,887.01	123,933.00	133,800.00	9,867.00	7.96%
COA HOME CARE	400.00	400.00	400.00	0.00	0.00%
COA TITLE VII NUTRITION AND WHEAT	4,300.00	4,500.00	4,300.00	(200.00)	0.00%
COA EXPENSE	14,992.41	16,050.00	16,050.00	0.00	0.00%
SENIOR CENTER OPERATIONS	4,748.38	31,000.00	31,000.00	0.00	0.00%
Department Total	146,327.80	175,883.00	185,550.00	9,667.00	5.50%
Cultural Council					
CULTURAL COUNCIL	0.00	50.00	50.00	0.00	0.00%
Department Total	0.00	50.00	50.00	0.00	0.00%
Veterans					
VETERANS EXPENSE	6,652.89	22,200.00	22,200.00	0.00	0.00%

**Town of Sterling
Annual Town Meeting
May 1, 2017**

VETERANS BENEFITS	20,633.44	30,000.00	30,000.00	0.00	0.00%
Department Total	27,286.33	52,200.00	52,200.00	0.00	0.00%
Library					
LIBRARY SALARY	73,468.39	74,941.00	77,189.00	2,248.00	3.00%
LIBRARY WAGES	193,534.31	202,511.00	207,341.00	4,830.00	2.39%
LIBRARY EXPENSE	110,626.04	115,017.00	119,581.00	4,564.00	3.97%
Department Total	377,628.74	392,469.00	404,111.00	11,642.00	2.97%
Recreation					
RECREATION SALARY	48,200.84	49,155.00	50,138.10	983.10	2.00%
RECREATION WAGES	33,269.24	37,341.00	40,242.17	2,901.17	7.77%
RECREATION EXPENSE	6,500.00	7,650.00	7,800.00	150.00	1.96%
Department Total	87,970.08	94,146.00	98,180.27	4,034.27	4.29%
Historical Commission					
HISTORICAL EXPENSE	539.86	1,000.00	1,250.00	250.00	25.00%
Department Total	539.86	1,000.00	1,250.00	250.00	25.00%
Extension Service					
EXTENSION SERVICE	510.00	510.00	510.00	0.00	0.00%
Department Total	510.00	510.00	510.00	0.00	0.00%
Memorial & Veterans Day					

**Town of Sterling
Annual Town Meeting
May 1, 2017**

MEMORIAL AND VETERANS DAY	4,375.60	5,600.00	5,600.00	0.00	0.00%
Department Total	4,375.60	5,600.00	5,600.00	0.00	0.00
Debt Service					
DEBT - LONG TERM PRINCIPAL	1,550,000.00	1,590,000.00	1,606,000.00	16,000.00	1.01%
DEBT - LONG TERM INTEREST	389,136.34	336,665.00	278,025.00	(58,640.00)	-17.42%
DEBT - SHORT TERM INTEREST	0.00	0.00	0.00	0.00	
Department Total	1,939,136.34	1,926,665.00	1,884,025.00	(42,640.00)	-2.21%
BENEFITS (Health,Med,Unem,Liab)					
BENEFITS (Health,Med,Unem,Liab)	1,254,631.13	1,417,929.40	1,485,468.00	67,538.60	4.76%
Department Total	1,254,631.13	1,417,929.40	1,485,468.00	67,538.60	4.76%
Worc County Retirement					
RETIREMENT	570,018.00	616,567.00	668,846.00	52,279.00	8.48%
Department Total	570,018.00	616,567.00	668,846.00	52,279.00	8.48%

11,080,795.79

Final	Fin Com Rec	Change	Change
10,869,174.64	11,080,795.79	206,621.15	1.90%